

[DATE]

Ms. Deborah Krett
Case Manager
U.S. District Court
844 King Street, Lockbox 27
Wilmington, DE 19801

RE: Request For Permission To Have Laptop Computer in Courtroom 4B

Dear Ms. Krett:

I am (We are) scheduled to appear in a trial/proceeding in Courtroom 4B commencing on _____ [DATE] _____ and ending on _____ [DATE] _____ and request permission to bring _____ [list equipment] _____ to Courtroom 4B to assist in preparation and/or presentation during the trial/proceeding. I am (We are) aware of the Court's October 20, 2004 Order and agree to comply with the policies and procedures instituted by the Court as well as the United States Marshal's policy regarding electronic devices.

Sincerely,

cc: David Thomas, United States Marshal
Keith Ash, Chief Court Security Officer